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23 NOV 1979

MEMORANDUM FOR: Acting Deputy Director for Administration
FROM: Harry E. Fitzwater
Director of Personnel
SUBJECT: Office of Personnel Weekly Report --
Week Ending 21 November 1979 (U)

1. Applicant Concerns: [redacted] reports 25X1A
an increasing number of prospective DDO/Career Trainee
candidates are mentioning the hostage situation in Iran
during their interviews. Personal safety has become of
greater concern to prospective employees in recent years. (U)

2. Planned Demonstration:

a. [redacted] 25X1A
[redacted] reports a group called the
International Committee Against Racism demonstrated against
his presence on the State University of New York campus at
Stoneybrook. Jim has cancelled his visit to the school at
the suggestion of the placement director who was uncertain
if the demonstration could be controlled. The applicants
affected will be rescheduled for interviews at a later date
either on or off the campus. (U)

b. According to [redacted]
recruiter, the Spartacus Youth League (SYL) planned to
demonstrate against his presence on the University of Chicago
campus on Tuesday, 20 November. Jim reported that the school
expected about 30 protesters to demonstrate between noon and
1 p.m. Jim appeared on campus as scheduled but the demonstration
never came off. (U)

3. Retirement Activity:

The figures shown below represent those employees who
have signed for retirement during the months indicated:

WARNING NOTICE
INTELLIGENCE SOURCES
AND METHODS

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DEPARTMENT OF STATE
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	<u>CIARDS</u>	<u>CSC</u>	<u>TOTAL</u>
December 1979	15	9	24
January 1980	<u>38</u>	<u>39</u>	<u>77</u>
Totals	53	48	101 (C)

4. Publications:

25X1A

a. HR [] Exit Processing for Separation or Extended Leave, was partially revised and forwarded to the Regulations Control Branch for publication.

b. HN [] Use of Annual Leave and Claims for Restoration Upon Forfeiture, was forwarded to the SSA/DDA for publication as a book dispatch. (U/AIUO)

25X1A

5. PAR Handbook Popular: Employee demand for Performance Appraisal Report (PAR) Handbooks has exceeded expectations; a request from the Office of Training for 1500 for use in their workshops has necessitated a request to the Printing and Photography Division for 2000 more copies. The supply of Form 45 (PAR) also is being exhausted at a much faster pace than originally anticipated. Accordingly, the Office of Logistics will be requested to contract for additional copies which should meet all FY 80 requirements. (U/AIUO)

6. Military Reserve Speaker: Ambassador Andrew Steigman, the Director of the National Intelligence Tasking Office, addressed the Joint Military Reserve Training Command on Monday 19 November. He discussed the inception, organization and missions of the National Intelligence Tasking Office and its role in the Intelligence Community. A record number of non-Reservists, both men and women, were in attendance.
(C)

25X1A

7. Special Recall of Army Officer: At the request of the Director of Development and Engineering, the Military Personnel Branch is processing a request that [] 25X1A [] (currently assigned to a key position at []) 25X1A be recalled to Active Duty upon his scheduled mandatory release date of November 1980. (S)

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8. Classification Survey: A meeting was held with the Director of Medical Services and his senior staff to discuss the results of the Position Management and Compensation Division (PMCD) survey of the Office of Medical Services and to provide him with the Benchmark Classification Standard for the Medical Service Officer positions. (U/AIUO)

9. Open Season: We are into the first week of the annual health benefits program open season during which employees may enroll or change plans. Approximately 3,000 mailings on this subject to retirees have been completed. Thus far 92 actions have been received. This is 12 more than was received during the same period for 1978's open season. (U/AIUO)

10. Rehired Annuitants: See attached report. (S)

COMING EVENTS

Mr. John P. Merrill, the Director of Policy Research, Office of the Assistant Secretary of Defense (ISA), is scheduled to address the officers of the Joint Military Reserve Training Command on Monday, 26 November, at 5:45 p.m. in the Headquarters Auditorium. Mr. Merrill will discuss the strategic military balance in the 1980's. The meeting will be open to all Agency employees. (C)

25X1A

Harry E. Fitzwater

Att

Distribution:

Orig & 2 - Adse
1 - DD/OP/SP
1 - DD/OP/P&C (w/o att)
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1 - C/SAS/OP (w/o att)
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EA/OD/Pers/ [redacted] kav
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25X1A

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